

HAP PAYMENT REFRESHER

There has been some confusion lately with some of our landlords on when HAP payments begin. The HAP payments do not start until the tenant moves in or receives a key from you. If the tenant tells you that they want to rent your unit, but they want you to hold it for them, it is up to you to follow up on that with the tenant. We cannot enforce your agreement with them to rent your unit. Remember HAP payments begin when they move in or receive the key, provided the lease and contract rent have been approved and the unit has passed inspection.

KRS—UNIFORM RESIDENTIAL LANDLORD AND TENANT ACT

CCDH strongly recommends that property owners and tenants familiarize themselves with the Kentucky Revised Statute Uniform Residential Landlord and Tenant Act for specifics regarding the rights of both parties. They are located in Sections 383.010-.715 in the KY Revised Statutes. You can obtain more information by going to <http://lrc.ky.gov/statrev/frontpg.htm> on the Kentucky State website.

INFORMATION ON UNPAID RENT, TENANT DAMAGE AND EVICTION

If a tenant does not pay their portion of the rent or causes damage to the unit, the owner may choose to evict the tenant. Amounts owed for unpaid rent or damages may be applied towards security deposit. The PHA will **not** reimburse owners for their loss, however the family may be terminated from the Section 8 program for violations of their Family Obligations to the program.

LEASE AGREEMENT INFORMATION

The Lease is to be provided to the tenant by the Landlord. Only the landlord and the tenant(s) sign the lease, the owner is responsible for enforcement of the lease. The PHA must be provided with a signed copy. Page. 3, 14b of the tenancy addendum states:



In case of conflict between the provisions of tenancy addendum as required by HUD, and any other provisions of the lease or any other agreement between the owner and the tenant, the requirements of HUD-required tenancy addendum shall control

SEARCHING FOR LANDLORDS

We are always searching for new Landlords. If you or someone you know is interested in listing their property with us, please call us at 261-5200 to list your unit on or bulletin board. We can also send you a Landlord Information packet that explains our program in detail. Just call our office and we will be happy to mail you one.

INFORMATION CHANGES

If any of your information changes, i.e. address, phone number or banking account information please report it to our office immediately. If the information is banking related you will need to fill out a new Direct Deposit form and if the information is address related you need to fill out a new W-9 form. Please call us at 261-5200 if you should have any changes.

CAMPBELL COUNTY DEPARTMENT OF HOUSING

**LANDLORD EXPRESS
WINTER ISSUE—JANUARY 2007**



**1010 Monmouth Street
Newport, KY 41071
859-261-5200
Fax: 859-261-0577**

Purpose: To work with the community to provide decent, safe, and affordable housing for eligible families and to provide and promote self-sufficiency and economic independence for residents.

Staff:

***Director: Sarah Collins
Housing Specialist/FSS Coordinator:
Joseph Cleverger
Housing Specialist: Pamela Doyle
Housing Specialist/Administrative
Coordinator: Elizabeth Miller
Housing Inspector: David Schneider
Intake Specialist: Valerie Smith***

HOW TO SCREEN TENANTS

All Landlords should ask the prospective tenants to fill out a written rental application that includes the following information:

1. Employment, income, and credit history.
2. Social Security and Driver's License numbers.
3. Past evictions, bankruptcies and references.

Before choosing tenants, landlords should check with previous landlords and other references, verify incomes, employment and bank account information and obtain a credit report. The credit report is especially important because it will indicate whether a person has a history of paying rent, bills late, has gone through bankruptcy or has been evicted. As a side note to avoid trouble with Fair Housing laws always be consistent and fair in your screening. For instance, make it your policy to require credit reports from all applications.

Please remember that the owners are responsible to screen prospective tenants for suitability for tenancy. The PHA is only responsible for determining the family's eligibility for subsidy.

Source: *nolo.com*—How to screen Tenants FAQ.

TOP TEN TAX DEDUCTIONS FOR LANDLORDS

You may be paying too much in taxes on your rental income. Rental real estate provides more tax benefits than almost any other investment. Often, these benefits make the difference between losing money and earning a profit on rental property. Here are the top ten tax deductions of owners of small residential rental property.



1. Interest. Interest—Common examples of interest that LL can deduct include mortgage interest payments on loans used to acquire or improve rental property and interest on credit cards for goods or services used in a rental activity.
2. Depreciation—The actual cost of a house, apartment building, or other rental property is not fully deductible in the year in which you pay for it. Instead landlords get back the cost of real estate through depreciation. This involves deducting a portion of the cost of the property over several years. Residential rental property must be depreciated over 27.5 years.
3. Repairs—The cost of repairs to rental property (providing the repairs are ordinary, necessary and reasonable in amount) are fully deductible in the year which they are incurred. Good examples include repainting, fixing gutters, or floors, fixing leaks, plastering and replacing broken windows.
4. Local travel—Landlords are entitled to a tax deduction whenever they drive anywhere for their rental activity, i.e. when you drive to your rental building to deal with a complaint, or to the hardware store to purchase parts for repair, you can deduct your travel expenses. You can deduct your actual vehicle expenses, gasoline, upkeep or you can use the standard mileage rate (currently 44.5 cents per mile). Source: *nolo.com* article Top 10 Tax Deductions

NOTICE ABOUT REQUEST FOR TENANCY APPROVAL (RTA'S)

As per HUD regulations, a copy of the proposed lease **must** be submitted with each RTA that is submitted. ***An inspection will not be scheduled until we have received both the RTA and the proposed lease.*** The proposed lease must contain the following information; term of the lease, renewal terms, and who pays for what utilities. The lease terms must also match the contract date.

HAPPY HOLIDAYS FROM THE CAMPBELL COUNTY DEPARTMENT OF HOUSING STAFF—

***We hope that you and your
family have a very safe and
happy holiday season.***

